

Permits to do business at the Port of Miami:

No one may engage in business or provide services at the port without obtaining a business permit, supplying evidence of insurance coverage, and complying with all other applicable provisions of the tariff and/or pertinent regulations issued by the port Director and the Miami-Dade Code. Please refer to the port's Terminal Tariff No.010. For any questions concerning permits, you may contact the Permit Section at (305) 347 4964/4841.

Permit Fees:

Initial (nonrefundable) processing fee.....	\$300.00
Processing fees, Tugs.....	\$6,000.00
Processing fees, Off-port Intermodal Facility.....	\$1,500.00

Annual Fees:

Fuel or Bunker Barges (per barge).....	\$1,500.00
Mobile Food/Drink (per truck).....	\$3,000.00
Off-port Intermodal Facility.....	\$5,000.00
Ship Chandlers/Suppliers.....	\$ 600.00
Tow Truck/Vehicle Delivery Service	\$ 60.00
(No Initial Processing Fee)	
Ship's Agents.....	\$1,500.00
Stevedoring Firms.....	\$5,000.00
Tug Services, 3 tugs or less.....	\$25,000.00
For each additional tug.....	\$5,000.00
Distribution of Merchandise/Services for Sale Not Otherwise	
Listed.....	\$300.00

The port Director shall determine the fees for all other activities not listed above.

Insurance:

All companies must provide a certificate of insurance, which names Miami-Dade County and the Port of Miami as both certificate holder and additional insured as it pertains to company operations while in Miami-Dade County. The certificate must be for a minimum liability amount depending on the nature of the business and as stipulated below.

1. Trucking/Cartage companies – Minimum of \$500,000 liability insurance is required.
2. Stevedoring companies operating cranes – A minimum of \$5,000,000 liability insurance is required including stevedores liability or marine coverage. A copy of workman's compensation coverage, as required by law, must also be provided.
3. All other business activities are required to carry general liability or vehicle liability per occurrence of minimum \$100,000/\$300,000 total liability and \$50,000 property damage.

Bonds:

Ship's Agents must be bonded to transact business with the Port of Miami. The amount of the bond shall be a minimum of \$20,000 or as determined by the Director.

Companies applying for a Ship's Agents permit must also provide bank and trade references as well as the financial statements of the company.

Ground Transportation Companies:

In addition to fees and insurance requirements, ground transportation companies are required to provide additional information.

All applicants are required to provide a copy of the occupational license for the county in which they reside.

All applicants are required to provide a copy of their current PMC (Public Motor Conveyance) which covers vehicles up to 22 passengers. Please note that in Miami-Dade County, PMC's are strictly required if doing any type of business within the county.

Vehicles between 1-11 passengers must provide a copy of the For Hire Certificate.

For vehicles over 22 passengers, a copy of the ICC certification or Division of Motor Safety certificate must be provided

Issuance of Port Identification Cards:

Obtaining a permit allows companies to obtain identification cards for its personnel working at the port. Valid IDs are required.

1. The issuance of identification cards will be done on a first come, first served basis, between the hours of 7:00 AM and 3:30 PM, Monday through Friday. The Identification Section is located in the Seaport Security section, 1001 North America Way, Suite #116, Miami, FL 33132, tel (305) 347 4955, fax (305) 347 4960.

2. Persons requesting an ID card must have in their possession a valid Florida driver license or ID card, and original social security card. The fee for a new ID card is \$60 payable by cash, cashiers check, company check or money order. *Checks and money orders are to be made payable to the Port of Miami.* Renewals are \$40 per card. Lost card fee is \$15. Fifth year renewal, requiring background check fee is \$60. One-day pass fee is \$5.
3. Companies/organizations requesting ID cards for their employees must make their requests in writing on company letterhead. This needs to be sent or presented to the ID Section.
4. All persons requesting ID cards will be subject to a comprehensive criminal background investigation that will include the submission of finger prints and a status check on their driver's licenses. Any person providing false information on their ID application shall be denied an ID card and will face possible prosecution.

It is incumbent upon the ID card holder to ensure that their individual card is renewed prior to the expiration date.

For questions regarding ID cards please call the ID Section at (305) 347 4955.

To print an application packet, please click below.

[**Instructions**](#)

[**Application**](#)

[**Supplemental Data Form**](#)